



Deputy Mayor for Housing, Economic Development & Workforce

Position Title: Executive Director for Housing
Job ID Number: 40470

The Agency You'll Join:

The NYC Mayor's Office administers all city services, public property, most public agencies, and enforces all city, state, and federal laws within New York City. New York City's Mayor, Eric Adams is head of the executive branch of New York City's government. Mayor Adams has served the people of New York City as an NYPD officer, State Senator, and Brooklyn Borough President. The Adams' Administration is leading the fight to make New York City's economy stronger, reduce inequality, improve public safety, and build a stronger, healthier city that delivers for all New Yorkers. As an agency, we value fairness, helpfulness, transparency, leadership and build our teams around these values. For current job opportunities visit our [careers page](#)

The Team You'll Work With:

The Office of the Deputy Mayor for Housing, Economic Development, and Workforce oversees the City's housing, economic development, cultural, planning, and workforce agencies, and works to create a more vibrant and equitable New York City. The Office seeks a talented Executive Director for Housing to lead our efforts to address the housing crisis. The Executive Director for Housing will oversee relevant staff, agencies and offices focused on housing within the portfolio, including the Department of Housing Preservation and Development (HPD), the Housing Development Corporation (HDC), the Housing Authority (NYCHA), the Mayor's Office of Housing Recovery Operations (HRO), and the Mayor's Office to Protect Tenants (MPT).

The Executive Director for Housing will guide housing operations; provide policy analysis within the portfolio; oversee the City's asset and property management for housing; and assist with project management and coordination of initiatives related to Mayor Adams' land use and development goals. Specific tasks may include structuring complicated and high-profile housing transactions; pushing forward the Mayor's Housing our Neighbors plan; evaluating City-led policy or City, State, and Federal legislative ideas and communicating directly with legislators to support their passage; supporting resettlement pathways for migrants and providing emergency housing services, in coordination with the Office of Asylum Seekers; liaising to NYCHA as they move forward with an ambitious and timely transformation strategy to preserve their portfolio; and moving forward efforts across multiple agencies to reach the Mayor's moonshot goal of 500,000 new homes in the next decade, as outline in the December 2022 *Get Stuff Built* plan.

The Problems You'll Solve

There has never been a more important time in the history of New York City to work on issues related to housing our fellow neighbors. Our city declared a housing emergency five decades ago, yet, we have failed to address it with the same urgency we would any other crisis. In the 2023 State Legislative Session, the issues of housing were the subject of robust discussion. Unfortunately, Albany did not act before the session concluded.

Because inaction is not an option, the City intends to use every tool at its disposal to preserve existing housing including NYCHA, protect renters and homeowners, AND address the fundamental driver of our housing crisis—that we simply do not have enough housing. The Executive Director for Housing will be a critical leader, convener, and executor on this mission, communicating the urgency of this issue both internally and externally.

If you are tired of the lip service that is often paid to addressing our housing crisis and are prepared to lead the City in tackling this real emergency, then this is the job for you.

To accelerate our housing production and preservation under the direction of the Deputy Mayor, the Executive Director for Housing will perform the following functions:

- **Initiative Management** – In coordination with appropriate City agencies and team members, oversee and monitor capital projects, transactions, operations, and policy initiatives to ensure that goals and timelines are met.
- **Land Use and Development** – Working closely with the transactional staff in agencies, review and oversee the development of projects and rezonings with housing priorities.
- **Asset and Property Management** – Drive the policy and operational goals around the City's asset and property management for existing housing stock and identify potential for new housing within the existing portfolio.
- **Personal Management** – In coordination with the Chief of Staff, supervise two Senior Advisors and one Senior Policy Analyst focused on policy and operations across the housing portfolio.
- **Agency Liaison and Oversight** – Serve as a liaison between agencies and the Office of the Deputy Mayor, monitoring projects and assisting in handling day-to-day issues jointly with the Senior Advisors within the housing portfolio.
- **Internal/External Stakeholder Communication** – Act as a liaison and contact with key stakeholders to communicate on behalf of the Office of the Mayor and the Office of the Deputy Mayor.
- **Interagency Coordination** – Coordinate with agencies, boards, commissions, and organizations relevant to housing and land use to drive implementation of initiatives, meet project goals and timelines, and review agency and interagency work product. This will include coordination and management to agencies outside of the housing portfolio but connected to the overall mission to address our land use, capital, and housing needs.
- **General Support** – Prepare briefing memorandums, provide background research and information, convene interagency and stakeholder meetings, and respond to constituent inquiries and correspondence from critical stakeholders across the industry.

About You

- Graduate degree in a relevant field, plus at least 8 years work experience (or Bachelor's degree with 10+ years of work experience in a relevant field)
- 5+ years management experience with diverse teams
- Ability to work independently and within a fast-paced environment, as well as thrive in and contribute to a collaborative and supportive team culture
- Self-starter who positively contributes to Get Stuff Done and is willing to perform the full range of tasks required in a dynamic and rapidly responsive team organization

- Ability to quickly absorb complex, technical concepts and brief senior staff across City Hall
- Ability to inspire and motivate staff, agency leadership, and City personnel to accomplish seemingly impossible tasks
- Ability to serve as a trusted messenger to diverse stakeholders, including impacted advocates, industry leaders, property owners, developers, and elected officials
- Thorough knowledge and proficiency in Microsoft Word, Excel, and PowerPoint
- Exceptional written, oral communication, and presentation skills
- Experience working with the agencies in the portfolio a strong plus

Salary

The City of New York Office of the Mayor's compensation package includes a market competitive salary, equity for all full-time roles and exceptional benefits.

Our cash compensation range for this role is **\$190,000 - \$210,000**.

Final offers may vary from the amount listed based on candidate experience and expertise, and other factors.

[Apply Here](#)

Equal Opportunity | Diversity Equity & Inclusion Statement

The Office of the Mayor is an inclusive equal opportunity employer committed to recruiting and retaining a diverse workforce and providing a work environment that is free from discrimination and harassment based upon any legally protected status or protected characteristic, including but not limited to an individual's sex, race, color, ethnicity, national origin, age, religion, disability, sexual orientation, veteran status, gender identity, or pregnancy.

The Adams Administration values diversity — in backgrounds and in experiences that is reflective of the city it serves. Applicants of all backgrounds are strongly encouraged and welcome to apply.

If you are a qualified individual with a disability or a disabled veteran, you may request a reasonable accommodation if you are unable or limited in your ability to access job openings or apply for a job on this site as a result of your disability. You can request reasonable accommodations by EEO at EEO@cityhall.nyc.gov.

New York City Residency Is Required Within 90 Days of Appointment